

<b>Name of Agency</b>	Puyallup City Council	Date of Meeting	Jan. 5, 2021
<b>Observer Reporting</b>	Liz Knox	Length of Meeting	3 hours
<b>Members Present</b>	Mayor Julie Door, Deputy Mayor John Palmer, Council Members Robin Farris, Dean Johnson, Cyndy Jacobsen, Jim Kastama, and Ned Witting		
<b>Others Present</b>	City Manager Steve Kirkelie, Brenda Fritsvold, City Clerk, retiring Facilities Specialist Dennis Krantz and family, Meredith Neal, Economic Development Manager, Katie Baker, Planning Manager, Katie Ortega, HR Director, Luke Hesser and Jim Hedrick, lobbyists, Sarah Harris, Grantwriter, Kirstin Hofmann, Emergency Manager		

<https://bit.ly/3hpZRTQ> (passcode 237610)

**Content:** What issue was discussed? Was some action approved? What discussion related to League positions or priorities? If discussion related to League priorities, do you recommend League action? What documents were made available about these issues? *There was discussion of a culvert project that might impact fish habitat. I don't believe any League action would be helpful at this time.*

Tuesday, January 5, 2021

*Meeting was called to order at 6:30 PM. Agenda was approved and minutes of Oct. 15, 2019 were approved.*

**CITIZEN COMMENTS**

*No citizen comments.*

**4. CONSENT AGENDA**

4.a Award the contract for construction of the WSU Phase 4a Frontage Improvement project to Reed Trucking and Excavating in the amount of \$2,680,108.75

[WSU LID Frontage, Phase Map, reduced size.pdf](#)

4.b Approve a contract with Invoice Cloud for online payment processing for the CityView permitting system

[Puyallup - Biller Order Form \(Final v2\).pdf](#)

4.c Resolution declaring retiring Puyallup Police Department K9 Marshal to be surplus to the needs of the City and transferring ownership to Officer Matthew Hurley [Surplus\\_K9\\_Marshal.pdf](#)

*The consent agenda was approved.*

**5. ORDINANCES**

6.a Second reading of an ordinance amending Puyallup Municipal Code Section 14.02.010 Water hydrant use pertaining to deposit and fees

[Ordinance.pdf](#) *Approved with no discussion.*

6.b First reading of an ordinance relating to Temporary Retail & Dining Pop-Ups

*Allows for permitting for sidewalk dining and retail outlets outdoors to accommodate for social distancing for COVID-19. These permits were available in fall of 2019 and this ordinance would allow for continuation of this effort. Meredith Neal reported on this to the Council.*

*Discussion: Councilmember Johnson expressed appreciation for this work. He suggested that this type of expedited permitting could be applied regularly beyond just this ordinance. Councilmember Kastama congratulated the city on the quality of the parklets. He asked what the feedback is from the downtown core. Neal replied that the feedback from businesses has been very positive for the speed with which the permits have been approved. Councilmember Jacobsen thanked Neal and expressed her appreciation. She shared that she wished they could do more to help businesses. Deputy Mayor Palmer asked if there is excess demand for the parklets. Neal answered that all who have applied have gotten one, but some businesses haven't been able to apply due to fiscal or other limitations on their business. There may need to be a lottery if the demand outnumbers the availability of parklets. Councilmember Farris thanked Neal and highlighted how well she has coordinated with others. She asked about the October end date that Neal had shared in her presentation. Neal answered that the October date was due to the fact that this was a pilot program. There may be an extension in the future. Farris asked if the revenue from the fees for the parklets is needed and suggested that this project be included in an After Action Report as a best practice. Julie Door shared that she had received some comments of concern regarding the safety and appearance of some of the parklets and Neal replied that these concerns have been addressed. Central Pierce Fire Dept. has had a concern with an open flame and Door wanted to ensure that this concern was addressed. Neal replied that some of those with open flames haven't applied for the permit and the Deputy Fire Marshall is checking these sites out. Neal shared that there has been a rush on tents and heaters and she is working with businesses on these issues.*

*The first reading passed unanimously. Deputy Mayor Palmer moved to go ahead with the second reading. This also passed unanimously.*

## 6. RESOLUTIONS

7.a Affirming an application from F and J Orting/Puyallup LLC to classify 4.12 acres at 2104 Inter Avenue as Open Space  
[Resolution - OS11-19](#)

*Katie Baker reviewed the application for a reduced tax rate for an area in the city to be kept as an open space for up to ten years. Deer Creek runs through this five acre parcel which is currently undeveloped. A little over 1 acre is not qualified because it was previously impacted. Pierce County Council recommends approval. Councilmember Jacobsen asked about the bonus points that were awarded to the application. Baker reviewed that the bonus points come from a state designation of urban growth area so there are additional points toward the tax exemption. Councilmember Witting shared that he is in favor of preserving open space and noted that this parcel adjoins some City property. He suggested the possibility of salmon habitat and asked if they have investigated having the owners donate the property. Baker replied that she was not aware of any discussion of this. Witting shared that he would be interested in exploring this further. Councilmember Kastama responded that the County and City acknowledge that open space is in the public's benefit and with Deer Creek in the area, this is a critical piece of property. He wished that the Council had preserved more of the farmland that now has been developed. He agreed that this is a case where the Council could take advantage of this even if the City needs to acquire it. He suggests that it may be worth exploring this before approving this application. Baker responded that it would be unusual for the City to approach the owners with a proposal after they had already applied for the tax exemption. This would indicate that they intend to keep the parcel and they had had previous conversations about developing the parcel. Mayor Door asked Councilmember Kastama if this answers his question. He replies that it does to some degree. Deputy Mayor Palmer suggests proceeding with this action and then perhaps following up*

later with the owners. He reviewed that if the owner sells or transfers the property they would have to pay the tax differential with interest. He asked what would happen in year eleven. Baker answered that the designation would go back seven years from any change. Councilmember Farris commented that not all of this tax would come back to the city. She shared that it may look like the Council is strongarming them to approach the property owner with the proposal of the City taking ownership. She would be willing to reimburse the owners if this were to come to pass in the future. Councilmember Johnson mentioned that there was a parcel east of the Fairgrounds that was available and the Council had not picked it up and suggested they may want to revisit that. He referenced the loop trail that has been very popular and agreed there are many places that should be considered. He expressed support for the landowner. Mayor Door asked if it is time sensitive. Baker replied that it is so that the tax reduction can take effect during the 2021 tax year. Door asked if a new buyer would be obligated to continue the same status. Barker answered that the new purchaser could continue the status. If the parcel were sold to the city, the owner would not have to pay the back taxes. If another new owner did not want to maintain the status, the original owner would owe the back taxes. Door expressed that she would support the tax exemption. Councilmember Witting agreed with moving forward, but suggested contacting the owner at a later date for a potential purchase.

*The application was affirmed unanimously.*

1. 7.b Approve the establishment of a Health Reimbursement Arrangement/Voluntary Employees Beneficiary Association (HRA VEBA) plan  
[VEBA\\_Resolution\\_2021.pdf](#)

*Katie Ortega presented the resolution for giving employees access to this tax-free Health Savings Account.*

*Councilmember Witting expressed that he was in favor of this. He asked who would manage the funds. Ortega answered that it would be managed by Gallagher. Councilmember Jacobsen spoke favorably of this resolution and shared that she had one of these accounts and that this can be used to pay Medicare premiums.*

*The VEBA proposal was approved unanimously.*

## 7. CONSIDERATIONS AND REQUESTS

1. 8.a 2021 City Legislative Agenda: Capital Project Budget Requests [WSU Frontage Improvement Phases Map](#)

*Four options were presented by Steve Kirkelie for Legislative Capital Requests:*

1. *Repair of exterior walls on the Puyallup Rec Center. (\$1,000,000)*
2. *Demolish the Cornforth Campbell building and install lighting and sidewalks. (\$330,000)*
3. *Deer Creek Culvert Project on Shaw Road for flood control and road widening.(\$1,000,000)*
4. *WSU Frontage Improvements on the west side of the entrance to WSU Extension property (\$600,000).*

*Councilmember Johnson ranked the Rec Center Project as the top. If he needed to pick a second, it would be the Cornforth Campbell building, third would be WSU but would be open to flipping two and three with Deer Creek the last choice. Councilmember Witting offered that he would consider Shaw Road as number one because traffic on that road is terrible. His second would be the Rec Center, Cornforth is three, and WSU is four. Councilmember Kastama asked if the department of ecology may already be looking at replacing culverts such as the one on Shaw Road and might WSU frontage already be considered by the State. Hedrick agreed that the legislature will get a good start on culverts because of fish habitat and a lawsuit brought by several tribes. He isn't sure if Deer Creek*

*falls into this category. Esser added that if there is a new transportation project there will be opportunities for culverts. He agreed that it's a good idea to have some 'asks' in the wings when and if a funding source comes available. Kastama added that he has heard that there will be a transportation package. He agreed with the Rec Center as the first choice and the Cornforth Campbell building as second and WSU as third and Deer Creek as fourth with the assumption that the salmon wetlands issue may provide those funds. Councilmember Farris offered her priorities according to safety. She asked if black mold is growing in the walls of the Rec Center. She shared that she had not seen more than \$500,000 from the state and asked if they would need to be used in the year. Esser replied that the state funds are usually appropriated for two years. Farris offered her priority to be as presented in the agenda. Deputy Mayor Palmer ranked the Rec Center first, Cornforth second and then fund the other two through other means. In the past the WSU projects have been funded from stormwater funds and permeable streets have been used in that area. He added that the Rec Center also needs a second gym. He suggested packaging the walls and a gym together. Kirkelie shared that the gym is on the planning radar. Palmer mentioned that a trail project connecting Tacoma with Puyallup is also in discussion with transportation funding. Mayor Door agreed with the order as presented. Councilmember Kastama recommended considering identifying matching funds and thinking bigger about more than \$1,000,000 to cover the cost of the gym. He offered that with COVID Recovery on the Legislative agenda, more funds may be available. Esser agreed with Kastama that the budget will be seen as a stimulus package and that it's a good year to be ambitious. Kastama asked if it's not too big a burden to look at extending the requests beyond what he presented. Kirkelie agreed that they could increase the request. Hedrick recommended asking for all four projects as a package and letting the legislative delegation work on how to designate which areas they would come from. Councilmember Jacobsen expressed that she is happy there is a consensus but she is recusing herself from this discussion due to her upcoming role in the legislature. Councilmember Johnson agreed with Palmer that he would be in favor of adding the gym. He asked if they go for the total amount for all four projects if they are required to stick with those specific projects. Hedrick answered that the funds would be appropriated for specific projects. Johnson asked if they should concentrate on the top two priorities rather than try for all four. Hedrick offered that prioritization is helpful, but asking for all four would be appropriate. He recommended asking for items one and two and asking for two million. Deputy Mayor Palmer recommended asking for \$1.5 million for the walls and the gym and that three and four could still be there, but perhaps with nitch funding. Councilmember Witting offered that he isn't sure that the Shaw Rd. canyon would be considered as fish habitat and wouldn't expect funding for it from that source. The traffic flow on Shaw Rd. is already a problem and there are more developments going in. If Shaw Rd. isn't improved he may need to move. Kastama offered that he believes the Shaw Rd. issue will be addressed in the transportation budget. He highlighted that he agreed with Farris that safety is a big issue and that the wall is a health hazard. Kirkelie shared that he is clear on the priorities. Witting offered that 20,000 people use Shaw Rd every day and that many people don't use the Rec Center in a month. He urged the Council to support that project.*

8.b Request to submit a Letter of Intent to the Scott & Sis Names Legacy fund for potential grant funding for the Puyallup Recreation Center Project [2020\\_LOI\\_-\\_Scott\\_Sis\\_Names\\_Legacy\\_Fund.cab.docx](#)

*Sarah Harris presented regarding a letter of that intent would request \$1.5 million in grant funds to improve the Recreation Center. Councilmember Johnson and Deputy Mayor Palmer expressed support for the letter. Johnson asked Kirkelie if the various funds could be combined for a bigger project and presented as a package to funders this way. Kirkelie confirmed this and indicated it is already in the grant proposal. Verbal authorization was given.*

8.c Presentation regarding a proposed interlocal agreement for Regional Emergency Management Planning and Preparedness  
[Proposed Emergency Management Interlocal Agreement.pdf](#)

*Kirstin Hofmann presented on developing an interlocal agreement with neighboring jurisdictions for planning and training efforts in Emergency Management. She stressed the importance of collaboration in Emergency preparedness and response. In the past Puyallup has been asked to help other jurisdictions with training, but hasn't had the resources for that purpose. She had consulted with Lakewood which has set up such an interlocal agreement already. She met with Pierce County and Washington State Emergency Management groups which provided technical assistance. Additional grant funds for this project will include \$80,000. Bonnie Lake, Orting, Sumner, Buckley, Carboando, Wilkeson and South Prairie would all participate. Hoffmann emphasized that engaging in joint training across jurisdictions will benefit the expertise of all involved. Large scale disasters don't stop at city borders, so establishing relationships with other Emergency Management personnel increases response capabilities.*

*Mayor Door asked if she was asking for an FTE for this program. City Manager Kirkelie and Hoffman clarified that this would be through contracted professional services rather than an FTE. Councilmember Jacobsen expressed support and suggested that it could be Puyallup employees doing the work. Mayor Door asked Hoffman if we have the staff to do this work and she indicated that additional support would be needed, especially for technical writing. Councilmember Johnson asked what happens if we get into this project and we decide we want to back out. Hoffman replied that the agreement needs to be renewed annually and the City can withdraw. Councilmember Farris shared that tabletop training is not the same as a real emergency and that it is important to have training as close to real life as possible. She expressed that Puyallup may be putting in more than they will get back from this arrangement. She spoke in favor of the collaboration that the project will develop. She asked if the contract and admin support will be temporary. She asked if Hoffman had talked with any contractors and if they've given any cost estimates. Hoffman indicated that there are many people who are anxious to work with the cities on this. Deputy Mayor Palmer congratulated Hoffman on building an excellent program in Puyallup and expressed support. He asked how Pierce County fits into this regional group. Hoffman answered that the County has a few groups and they appreciate cities planning together in this way. Councilmember Kastama mentioned that Erick Holdman who has done a lot of emergency planning for King County lives in Puyallup and expressed that these kinds of efforts are important. Training and practice are essential to emergency planning. Mayor Door asked if this agreement will decrease Puyallup's emergency management if it goes into effect. Hoffman reassures the Mayor that there is not a problem with this.*

*This presentation was for information purposes. A vote of approval was not required.*

## **CITY MANAGER'S REPORT**

*None tonight.*

## **COUNCIL REPORTS**

*Councilmember Witting shared that the Comcast agreement has been completed. Implementing the 2050 plan will be coming soon.*

*Councilmember Farris expressed concern that a lot of people can't hear the Lahar alarm. She suggested a survey to learn where the alarm is not transmitting. She suggested a process of having someone type in amendments during meetings so that they can be read because she has difficulty with verbal additions.*

*Councilmember Kastama gives his regards to Councilmember Jacobsen as she becomes a state legislator.*

*Councilmember Johnson shared that he has hope for 2021 and expressed concern about the impact of COVID on people and expressed appreciation for the Council and how civil they are with each other in spite of their political differences. He thanked Mayor Door for her leadership and looks forward to an upcoming retreat.*

*Councilmember Jacobsen congratulated Councilmember Johnson for his new position as CEO of the Puyallup Food Bank. She thanked Deputy Mayor Palmer for his work on the trail system and Mayor Door for Community 911. She offered to Councilmember Farris that she has the staff print out the documents for her every month. She thanks Councilmember Witting for his work in the community and Councilmember Kastama for his kindness.*

*Deputy Mayor Palmer offered that he wants to be sure they are actively supportive of people taking the vaccine and are clear about the need for it as part of the hope for 2021 and turning things around.*

#### MAYOR'S REPORT

*Mayor Door discussed the plans for the upcoming retreat and urged Councilmembers to prepare any initiatives and reach out to Erica to get them on the agenda. She asked the Council to consider what they can do to help businesses in addition to the parklets.*

ADJOURNMENT 9:37

EXECUTIVE SESSION: Real estate; labor negotiations

#### **Process and Protocol:**

Characteristic	Yes	No	Comments/Explanations
Did members appear to have done their "homework"?	X		
Was material for the meeting made available to the public in advance?	X		
Were members courteous to each other and the public?	X		
How did the group respond to your presence?	No Response		
Other factors worth noting:			